

MINUTES
Workforce Connection
of Central New Mexico
Full Board Meeting
Monday, June 17, 2013
Mid-Region Council of Governments
809 Copper NW, Albuquerque, NM 87102
1:30 pm

Call to Order: 1:37 pm – Stephanie Hanosh, Chair

Roll Call - Determination of Quorum - by Ramona Chavez

Present

- Steve Anaya
- Diane Burke
- Doug Calderwood
- Linda Callaghan
- Reyes Gonzales
- Marni Goodrich
- Stephanie Hanosh
- Michelle Jones
- Samuel Kolapo
- Paul Kress
- Diane M. Lacen
- Patricia Lincoln
- Rita Gallegos Logan
- Kathy McCormick
- Antonio Medina
- Debbie Ortiz
- Alex O. Romero
- Mike Swisher
- Sherry TenClay
- Honorable Jack Torres
- Carolyn VanderGiesen
- Bob Walton

Absent

- William Alberti
- Odes Armijo-Caster
- Paul Baca
- Celina Bussey
- Mindy Koch
- Kyle Lee
- Virginia Murphy
- Norman Ration
- Eric Renz-Whitmore
- Paul Sanchez
- Randy Sanchez
- Senator John Sapien

Quorum Established

Approval of Monday, June 17, 2013 Agenda

Motion: Steve Anaya

Second: Mike Swisher

No Discussion

Action: Passed unanimously by voice vote

Tab 1: Approval of Minutes, Full Board: April 15, 2013

Motion: Rita Logan

Second: Carolyn VanderGiesen

No Discussion

Action: Passed unanimously by voice vote

FINAL ACTION ITEMS

Tab 2 Approval of WFCP-01-13, PY13 Proposed Budget

by Jesse Turley, WIA Accounting Manager & Ramona Chavez, WIA Administrator

- Mr. Turley outlined and discussed the PY13 proposed budget.
- The budget is based on allocation received from the New Mexico Department of Workforce Solutions and projected carry-in amounts.
- He stated that the allocations are as follows, Adult (\$1,245,691), Dislocated Worker (\$1,820,726), Youth (\$1,471,215) and Admin (\$504,181) for a total PY13 allocation of \$5,041,813.
- The proposed budget also includes a carry-in from PY12 of \$844,072 this includes PY12/FY13 formula and National Emergency Grant funding.
- With the PY13 allocation and carry-in amounts, the total PY13 budget is \$5,885,885.
- Ms. Chavez went over how the monies will be spent and costs associated with the budget.

Motion: Mike Swisher

Second: Jack Torres

No Discussion

Action: Passed unanimously by voice vote

Tab 3 Approval of R-01-13, Open Meetings Act Resolution

by Ramona Chavez, WIA Administrator

- The Open Meetings Act Resolution must be approved every program year to remain in compliance with statutory regulations.
- Ms. Chavez explained that the resolution has been updated with changes for the final agenda to be posted 72 hours prior to a meeting; this changed from 24 hours.
- Any policy-making body of any state agency or any agency formulating public policy is required to follow the Open Meetings Act.

Motion: Alex Romero

Second: Bob Walton

No Discussion

Action: Passed unanimously by voice vote

Tab 4 Approval of WFCP-02-13, WCCNM Meeting Dates

by Ramona Chavez, WIA Administrator

- Ms. Chavez presented the PY13 WCCNM Meeting Dates for July 2013 through June 2014.
- Full Board meetings will be scheduled on the third Monday of every other month and Youth Council meetings are scheduled to meet the second Tuesday of every other month. As needed, the Executive Committee will meet the 1st Thursday of the month.
- The meeting schedule attached to Tab 4 follows the established schedule.

Motion: Steve Anaya

Second: Paul Kress

No Discussion

Action: Passed unanimously by voice vote

Tab 5 Approval to extend Sanchez, Mower & Desiderio, P.C., contract for PY13

by Ramona Chavez, WIA Administrator

- Ms. Chavez presented the contract for WCCNM Legal Counsel, Sanchez, Mower & Desiderio, P.C.,
- This contract is pursuant to the professional services agreement, which allows for a one year contract extension, dependent on funding availability and contract negotiations. The term of the contract would be for one year beginning July 1, 2013 and ending June 30, 2014.

Questions & Comments.

Motion: Mike Swisher

Second: Paul Kress

No Discussion

Action: Passed unanimously by voice vote

Tab 6 Approval to extend the Mid-Region Council of Governments contract as the Administrative Entity/Fiscal Agent/Program Operator for PY13

by Stephanie Hanosh, WCCNM Board Chair

- Ms. Hanosh explained that an Ad-Hoc Committee met on June 6, 2013 to discuss the contract extension for the Mid-Region Council of Governments.
- It was a unanimous agreement of the committee to continue with MRCOG as the Administrative Entity/Fiscal Agent/Operator for the Workforce Connection of Central New Mexico.
- This contract is pursuant to the professional services agreement that will be extended for year, dependent on funding availability and contract negotiations. The term of the contract will be for one year beginning July 1, 2013 and ending June 30, 2014.
- Mr. Cave explained that this contract did not go out for an RFP. One of the exceptions to state procurement allows government entities to enter into government to government contracts.
- Next year this contract may have to go out for RFP to remain in compliance with state procurement.

Questions & Comments.

Motion: Mike Swisher

Second: Linda Callahan

No Discussion

Action: Passed unanimously by voice vote

Tab 7 Approval of Second Year Term for Chair, Chair-Elect and Treasurer

- Ms. Chavez, explained that the bylaws state that officers may serve two consecutive one-year terms in the same position.
- It was the consensus of board to select Stephanie Hanosh to remain as Chair, Odes Armijo-Caster to remain as Chair-Elect and M. Steven Anaya to remain as Treasurer for a second year term.

Motion: Carolyn VanderGiesen

Second: Kathy McCormick

No Discussion

Action: Passed unanimously by voice vote

Tab 8 WCCNM County Representatives

Ramona Chavez directed the Board to break out into county groups to elect county representatives to the Executive Committee.

County Representative

- Bernalillo- Diane Lacen
- Sandoval- Vacant
- Torrance- Debbie Ortiz
- Valencia- Rita Gallegos Logan

Motion: Sherry TenClay

Second: Michelle Jones

No Discussion

Action: Passed unanimously by voice vote

INFORMATION & DISCUSSION ITEMS

Tab 9 Skill-Up Network (SUN) IBEST Presentation

Kristen Krell, Santa Fe Community College gave presentation on the IBEST Program.

Tab 7 WIA Monthly Expenditure Report for May 31, 2013

by Jesse Turley, WIA Accounting Manager

- Jesse Turley, WCCNM Accounting Manager, explained the WIA monthly expenditure report and the American and Recovery and Reinvestment Act (ARRA) reports for May 31, 2013.
- He stated that the budget is a little over \$6.3 million. Year-to-date formula expenditures for the current period of May 31, 2013, totaled five hundred and six thousand, two hundred and sixty-nine dollars (\$506,269) with year-to-date expenditures totaling over \$4.6 million.
- There were no expenditures for ARRA, as the State Energy Sector Partnership Grant had ended and all monies had been spent.

Questions and Comments Followed.

Tab 8 Business and Career Center Update/Dashboard

by Art Martinez, WIA Site Manager & Jerilynn Sans, WIA Manager

- Mr. Martinez gave update on the Business & Career Centers for the Month of May 2013.
- The Business and Career Centers continue to experience high demand for personnel resources for clients seeking to file UI claims.
- The Youth program continues to enroll participants in work experience and ITA's, providing valued services to eligible youth.
- Mr. Martinez also gave an update on the economic outlook, WIA adult/dislocated worker activities and youth success stories.
- Ms. Sans presented the 3rd quarter PY12 Performance, and explained that the Central Region is meeting and exceeding all measures.
- Ms. Sans also updated the board about the Lumina Unidos Grant she is a part of. This grant is to help individuals get there GED before December 6, 2013 and to continue with their education.
- Ms. Sans presented the Dashboard for May 2013.

Questions and Comments followed.

Tab 9 WIA Status Update

by Ramona Chavez, WIA Administrator

- Ms. Chavez thanked Administrative Entity/Fiscal Agent Staff, the Site Manager and Contractors SER Jobs for Progress and YDI for their support during another successful year.
- She explained that the SESP Grant ended on May 28, 2013 and served over 500 individuals.
- The NEG Grant is ongoing for clients that have been determined long term unemployed.
- The WCCNM has been monitored by the state for adult/dislocated worker, youth and SESP programs; in addition, we conducted a local monitoring review.
- She stated the Diane Burke has been working hard on the TAACCCT Grant that will help get additional dollars in the area, targeting energy with the Workforce Training Center.
- Ms. Chavez has also been working with Senator Heinrich's on a Make it in America Grant.
- YDI Career Pathways program has been successful in enrolling students in there GED Program coupled with enrolling them in dental assisting programs.
- She also explained that the office in Sandoval County will be moved from Rio Rancho to Bernalillo, with an August move date.

Questions & Comments.

REPORTS

▪ Committee Reports

- **Training and Service Provider Committee, Sherry TenClay**
 - Ms. TenClay stated that the committee met May 30, 2013 to discuss STEM and a potential training provider.
 - The next scheduled committee meeting is July 18, 2013 at 1:30 pm.
- **Performance and Monitoring Committee, Doug Calderwood**
 - Mr. Calderwood stated that the committee met on May 8th.
 - Reports were given by Jerilynn Sans and Art Martinez regarding Performance.
 - Next meeting is July 10, 2013.
- **Youth Council Committee, Lou Cimalore**
 - Mr. Cimalore stated that the NMDWS completed a review in April and found no findings.
 - The next Youth Council meeting is scheduled for May 14, 2013.
- **State Energy Sector Partnership, Odes Armijo-Caster – No Update.**

PUBLIC COMMENT/ADJOURNMENT

- **Public Comment – None**
- **Adjournment – 3:48 p.m.**

NOTES

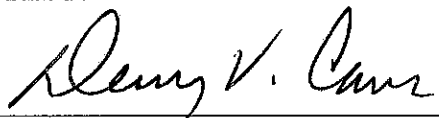
Next Meeting:

Date: Monday, June 17, 2013
Time: 1:30 p.m.
Location: Mid-Region Council of Governments – Board Room

Approved at the August 19, 2013 WCCNM Full Board Meeting:


Stephanie F. Hanosh, WCCNM Chair

ATTEST:


Secretary

“Equal Opportunity Program”